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**Minutes of a Meeting of the Electoral Area Services Committee
Held Wednesday, June 19, 2013, in Room 651, 625 Fisgard St., Victoria, BC**

Present: **Directors:** M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe
Staff: D. Lokken, General Manager, Corporate Services; M. Misek-Evans, Acting General Manager, Planning and Protective Services; D. Brown, Chief Bylaw Officer, Bylaw Enforcement and Animal Care; P. Dayton, Senior Financial Analyst, Financial Services; S. Santarossa, Corporate Officer; S. Asdal (recorder)

The meeting was called to order at 1:35 pm.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the agenda be approved with the addition of Gas Tax under New Business.

CARRIED

2. Adoption of Minutes

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the minutes of the May 15, 2013, meeting be adopted as previously circulated.

CARRIED

3. Presentations/Delegations: There were none.

4. Proposed Amendments to Bylaw No. 1465 “Animal Regulation and Impounding Bylaw No. 1, 1986” and Bylaw No. 1857 “Capital Regional District Ticket Information Authorization Bylaw, 1990.”

D. Brown provided a brief overview of the report noting that the amendments are in response to a request from the BCSPCA. The changes will provide clearly defined requirements for the adequate care, shelter and confinement of animals and include a revised schedule of offences.

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:

- 1) That Bylaw No. 1465, “Animal Regulations and Impoundment Bylaw No. 1, 1986, Amendment Bylaw No. 10, 2013”, be introduced and read for a first and second time;
- 2) That Bylaw No. 1465, “Animal Regulations and Impoundment Bylaw No. 1, 1986, Amendment Bylaw No. 10, 2013”, be read a third time;
- 3) That Bylaw No. 1465, “Animal Regulations and Impoundment Bylaw No. 1, 1986, Amendment Bylaw No. 10, 2013”, be adopted;
- 4) That Bylaw No. 1857, “Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 53, 2013”, be introduced and read for a first and second time;

- 5) That Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 53, 2013", be read a third time;
- 6) That Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 53, 2013", be adopted.

CARRIED

5. Community Works Fund Allocation – North Ganges Village Transportation Management Plan Phase 2

M. Misek-Evans spoke to the report advising that Phase 1 is drawing to completion and \$100,000 in Federal Gas Tax Community Works Funds is required for Phase 2 of the project. The Committee acknowledged that an allocation of Gas Tax Funds may help leverage additional provincial funding for Phase 2.

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That a contribution of \$100,000 from the Salt Spring Electoral Area's Community Works Fund be authorized for the North Ganges Village Transportation Management Plan – Phase 2.

CARRIED

6. Community Works Fund Allocation – Southern Gulf Islands (SGI) Quality of Life and Needs Assessment Inventory

Director Howe introduced the report.

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
That a contribution of \$15,000 from the Southern Gulf Islands' (SGI) portion of the Gas Tax Community Works Fund be authorized to undertake a Community Quality of Life and Needs Assessment Inventory.

CARRIED

7. Bylaw 3901 – Amendment to Increase the Salt Spring Island Transit and Transportation Service Maximum Requisition

M. Misek-Evans spoke to the report and distributed a resolution passed by the Salt Spring Island Transportation Commission (SSITC) at their meeting of June 18, 2013 recommending that the CRD proceed with the proposed increase of the SSITC Transit requisition by a level of \$165,000, which would result in a total maximum requisition of \$245,000.

MOVED by Director McIntyre, **SECONDED** by Director Howe,
1) That the maximum requisition be increased by a level of \$165,000 to a total maximum of \$245,000 and that Bylaw No. 3901 be amended to reflect the revised total maximum requisition.

That it be recommended to the Capital Regional District Board:

- 2a) That Bylaw No. 3901, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 2, 2013" be introduced and read a first and second time and read a third time.
- 2b) That staff be directed to conduct an alternative approval process to amend "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007" to increase the maximum allowable requisition by \$165,000 to a total maximum requisition of \$245,000 to accommodate an increase in service delivery and fleet costs.

CARRIED

8. Grants-in-Aid

MOVED by Director McIntyre **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That payment for the following grants-in-aid be approved:

- 1) Juan de Fuca Grants-in-Aid as approved by Director Hicks
 - a. Juan de Fuca Rural Publication Society \$ 2,000
 - b. Shirley Women's Institute \$ 200
- 2) Southern Gulf Islands Grants-In-Aid as approved by Director Howe
 - a. Galiano Museum Society \$ 5,000
 - b. Pender Islands Conservancy Association \$ 2,500

CARRIED

9. New Business:

a) Gas Tax

The Committee discussed the following points:

- Gas Tax funding can be used to pay for a contractor or a term employee hired to undertake eligible project work
- the Grants Management Coordinator prepares the staff report regarding a Gas Tax funding application and forwards it for CRD committee and Board consideration
- the possibility of increasing the administrative budget of the electoral areas in future years

10. Motion to Close the Meeting

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the Committee close the meeting in accordance with the Community Charter Part 4, Division 3, Section 90(1) (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

CARRIED

The Committee moved to the closed session at 2:18 pm.
The Committee rose from the closed session at 2:30 pm without report.

11. Adjournment

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the meeting be adjourned at 2:30 pm.

CARRIED

CHAIR

RECORDER